

**AGING AND DISABILITY RESOURCE CENTER OF WAUKESHA COUNTY  
ADVISORY BOARD  
Meeting Minutes**

**Meeting Date/Time: January 8, 2015 9:30 a.m.**

**Location: Human Services Center  
514 Riverview Ave, Room 271  
Waukesha WI 53188**

**Committee Members:**

<u>EA</u>	Cizel, Maria	<u>EA</u>	Patterson, Sandy
<u>X</u>	Franklin, Robert	<u>EA</u>	Spitz, Carolyn
<u>EA</u>	Gamez, Margaret	<u>X</u>	Vitale, Joe
<u>X</u>	Goetz, Jennifer	<u>X</u>	Wolff, Sandy
<u>X</u>	Lee, Glenn		
<u>X</u>	Ludka, Elaine		

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**X = Present      A = Absent      EA = Excused Absence**

**Additional Attendees:**

<u>X</u>	Page, Luann
<u>X</u>	Smith, Mary
<u>X</u>	Smith, Sue

**Call to Order:**

The meeting was called to order at 9:30 am by Vice-Chair S. Wolff.

**Public Comments**

G. Lee shared that the Mukwonago Resource Center is now offering energy assistance, free health clinics, immunizations, healthy cooking classes and other services. They did receive a large donation to fund these services from an anonymous donor.

**Approval of December 4, 2014 meeting minutes – Vice-Chair S. Wolff:**




Vice-Chair S. Wolff called for approval of the meeting minutes of December 4, 2014. J. Vitale moved to approve the minutes; G. Lee seconded the motion. All in attendance approved. Motion carried.

**Educational Segment – ADRC- The year in review and what's ahead in 2015**

**ADRC Manager Luann Page and ADRC Coordinator Mary Smith**

ADRC Coordinator M. Smith provided a PowerPoint presentation on the year in review.

Highlights included:

-  New ADRC Manager and ADRC Coordinator
-  Awarding of Dementia Care Specialist Grant.
-  Revitalization of the I-Team.

- ✚ Participation in the Waukesha County Affinity Group, looking at transportation as a whole and transportation issues of concern in Waukesha County.
- ✚ Successful assessment of the Senior Dining Program by GWAAR.
- ✚ County Board Supervisor Home Delivered Meals ride along.
- ✚ NIATx Quality Improvement Change Project
- ✚ Lean Government Project
- ✚ Conducted 39 Evidenced-Based Prevention workshops
- ✚ Administered the Farmer's Market Voucher Program in Waukesha County
- ✚ Monthly ADRC Connection Newsletter
- ✚ Outreach and Community Events.

It has been a very busy 2014 and we feel we've really accomplished a lot. Considering all the changes that have occurred, we feel good about where we are at the end of the year.

ADRC Manager L. Page provided what's ahead for the ADRC in 2015. There is so much to do and so many good things to come. Some initiatives for 2015 include:

- ✚ Brainstorming sessions with all ADRC management, with input from staff on initiatives we want to take on, areas for improvement, etc.
- ✚ Staff surveys for professional needs and ideas to enhance programs in the ADRC.
- ✚ Quarterly calendar for improved planning.
- ✚ With community partners, hold two sessions to provide financial and money management for participants to have a better understanding of basic budgeting.
- ✚ Develop training materials for Senior Dining Managers to assist them in identifying early signs of Alzheimer's.
- ✚ Review the 2015 Aging Unit Plan.
- ✚ Details of AUP 2015 Goals & Initiatives.
- ✚ As part of emergency preparedness, staff will provide Power of Attorney for Health Care to clients.
- ✚ Evidenced Based programs will continue.
- ✚ Family caregiver support via technology.
- ✚ Renew focus on Caregiver Connection.
- ✚ Provide a second location for the Caregiver Intermission program.
- ✚ Identify assistive technology that will assist caregivers.
- ✚ In 2015, the Dementia Care Specialist will collaborate with one municipality in Waukesha County to create a dementia friendly community.
- ✚ Will look at how we survey our consumers to better determine how to best serve their needs.
- ✚ Develop a plan for marketing and outreach.
- ✚ Increase educational segments at the dining sites.
- ✚ Greater presence at community events.
- ✚ Tour Clearview Nursing Home with Adult Protective Services.
- ✚ Explore additional services for adults with disabilities.
- ✚ Evaluate our process for transitional youths.

J. Vitale commented that he would guess that over the next few years, the needs and face of this department are going to increase and change. We have an aging population.

### **ADRC Manager's Report – L. Page**

L. Page provided an update on the status of the Advisory Board membership. The County Board has approved the appointment of County Board Supervisor Duane Paulson. We have one person who is sending a Bio to the County Executive, however there are still two vacancies. J. Vitale

indicated he has resigned from the Health and Human Services Board effective April, 2015. He stated that he has enjoyed being part of these meetings and has expressed an interest in serving as a member of the ADRC Advisory Board.

**ADRC Coordinator's Report – M. Smith**

M. Smith indicated all of the end of year requirements and reporting to the state have been submitted. She will be bringing the Aging Unit Plan Goals to the Board when we get that assessment from the state.

J. Vitale shared that comments from HHS and the ADRC on unmet needs will be held in March. Budget presentations are scheduled for April. Dates and times to follow.

**State Aging Advisory Committee Report - S. Wolff:  
No Report**

**Other Business/Updates - All:  
None**

**Adjournment:**

S. Wolff called for a motion to adjourn the meeting. J. Vitale moved to adjourn. R. Franklin seconded the motion; all in attendance approved. Motion is carried.

**Next Meeting: February 5, 2015  
Health & Human Services Center, Board Room 271  
514 Riverview Avenue  
Waukesha WI 53188**

**Approved** \_\_\_\_\_ **Date** \_\_\_\_\_

*Recorded and Submitted by Sue Smith*